APPENDIX II

GUIDELINES FOR FUTURE ASSESSMENT

Ethnic Heritage Studies is a new program which has a very large legislative mandate, but a low level of funding. Therefore, there is a critical need for assessment information which can be used as follows:

- 1. To provide potential users with information about materials and models that have been created.
- 2 To provide new projects with information about materials and models that have been created.
- 3. To provide grant applicants with up-to-date information about the needs of the Ethnic Heritage Studies program as well as information about what has been learned from completed projects.
- 4. To provide the Ethnic Heritage Studies Branch with the data it needs to plan for the future of the program.

Future assessment should involve data gathering within the Ethniz Heritage. Studies program and external assessment.

The internal data gathering process should include:

- 1. Frequent and regular communication between the Ethnic Heritage Studies office and the projects.
- 2. Quarterly performance reports which would begin six months after the fiscal beginning of the projects and would continue until the completion of the project.
 - Site visit reports which will conform to specific formats for each of the program areas.

At the time of grant awards, project directors should be given formats for quarterly reports. Specific reporting formats should be developed for each area of authorized activity i.e. curriculum development, personnel training, dissemination. Reporting formats should call for information about deficiencies discovered during the course of projects and ways in which these deficiencies have been overcome by these projects or might be overcome by future projects. Performance reports should, when appropriate, be accompanied by descriptions of project outcomes. The formats for these descriptions should be given to project directors at the time of grant awards.

After 75 percent of the projects have been completed and final performance reports and descriptions of project outcomes have been submitted, external assessment should begin. This assessment should be carried out under a contract negotiated by the Ethnic Heritage Studies Branch on a sole-source basis.

The external assessment will include organization of the performance reporting data, description of project outcomes, site visit reports and commentary provided by Ethnic Heritage Studies project facilitators. The external assessment will also include qualitative evaluations of the projects and project outcomes as well as the effectiveness of the year's Ethnic Heritage Studies program. These criteria will be given to project directors at the time of grant awards and will include the extent to which projects cooperate in providing performance information and descriptions of project outcomes.



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^{*}Note: All project summaries are listed according to their location of development; however, only those bibliographic entries with content specifically related to particular geographic areas are listed in the regional index.